



**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

PATRICIA S. PLOEHN, LCSW
Director

November 5, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**REQUEST TO APPROVE FORM AMENDMENT NUMBER ONE TO
33 WRAPAROUND APPROACH SERVICES CONTRACTS
(ALL SUPERVISORIAL DISTRICTS AFFECTED) (3 VOTES)**

SUBJECT

Form Amendment Number One introduces new program elements to the Wraparound Approach Services (Wraparound) Form Contract. The new program elements are:

1. Expanding the target population to include children in or at risk of an RCL 10 group homes placement;
2. Setting the limit on indirect costs to 15 percent of the Wraparound provider operating costs;
3. Requiring the administration of the Wraparound Fidelity Index, version 4 (WFI-4); and
4. Clarifying the use of the Multi-Agency County Pool (MCP).

JOINT RECOMMENDATION WITH THE DIRECTOR OF THE DEPARTMENT OF MENTAL HEALTH AND THE CHIEF PROBATION OFFICER THAT YOUR BOARD:

1. Approve the attached Form Amendment Number One (Attachment A) for the provision of Wraparound services to the Department of Children and Family Services (DCFS), the Department of Mental Health (DMH), and the Probation Department (Probation). The total Wraparound cost is \$84,037,000, of which \$71,163,000 is funded within the Title IV-E Waiver, and \$12,874,000 is funded

Board of Supervisors

GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

by net County cost (NCC) approved by your Board for the court-ordered expansion related to the Katie A. Settlement Agreement. Sufficient funds are included in DCFS' FY 2008-09 Adopted Budget.

2. Delegate authority to the Directors of DCFS and DMH, and the Chief Probation Officer, or their designees, to execute Form Amendment Number One with the 33 service providers listed in Attachment B.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

In response to the Settlement Agreement in the Katie A. class action lawsuit, the County developed the Enhanced Specialized Foster Care Mental Health Services Plan (County's Plan) and submitted it to the U.S. District Court. Form Amendment Number One implements modifications to the County's Plan, as ordered by the Court in November 2006, to expand and improve the mental health services provided to children in the County's foster care system. It reflects improved systems for screening and providing mental health services to at-risk youth; expanded intensive in-home mental health and treatment foster care services; enhanced systems to quickly transition children out of congregate care settings; and better monitoring systems to track outcomes the children are achieving.

Form Amendment Number One includes modification to some of the contract's provisions, updates Board required provisions, and adds definitions to the Statement of Work.

Implementation of Strategic Plan Goals

The requested actions are consistent with the principles of the Countywide Strategic Plan Goal 4: Fiscal Responsibility, Goal 5: Children and Families' Well-Being, Goal 6: Community Service, and Goal 7: Health and Mental Health.

FISCAL IMPACT

The total annual contract funding is \$84,037,000, of which \$71,163,000 is funded within the Title IV-E Waiver Capped Allocation, and \$12,874,000 is funded by NCC. This funding was approved by your Board for the court-ordered expansion related to the Katie A. Settlement Agreement. Sufficient funds are included in DCFS' FY 2008-09 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Wraparound is an integrated, multi-agency, community-based system grounded in a philosophy of unconditional commitment to support families to safely and competently care for their children. Wraparound is a family-centered, strengths-based, needs-driven planning, and service delivery process. It advocates a family-professional partnership to ensure family voice, choice and ownership of intervention strategies, normalized and inclusive community options, and activities and opportunities. The single most important outcome is a child stabilized in a permanent home with ongoing community services and support. In compliance with the Settlement Agreement, the Board of Supervisors approved increases in funding to provide wraparound services to children needing these intense services.

The original Wraparound Form Contract was approved by your Board on April 18, 2006. The original services were available to children placed in, or at risk of being placed in group homes at a Rate Classification Level (RCL) 12 and above, serving over 800 children and their families each month.

To further comply with the Settlement Agreement, the County submitted a modified County's Plan as ordered by the court in November 2006. Wraparound services will expand to include children in RCL 10 and above placements. The plan modifications include increasing the number of wraparound slots to a maximum of 1,400 children with no additional costs due to the offset of decreased placement costs as children transition from RCL 10 and above placements to Wraparound. Expansion of Wraparound services will help the County to achieve shorter timelines to permanency for children in foster care.

Form Amendment Number One revises program elements such as contract provisions on the use of funds, and definitions of contract terms, and updates Board mandated provisions. In addition, it requires providers to submit information collected on standardized tools about the quality of individualized care planning and management.

The 33 non-profit service providers are in compliance with all Board requirements.

This Board letter and Form Amendment Number One were reviewed and approved by the DMH and the Probation Department.

The Board letter and Form Amendment Number One were reviewed by the Chief Executive Office and County Counsel, and the Form Amendment was approved by County Counsel as to form.

CONTRACTING PROCESS

No additional contracting process was necessary in the preparation of this Form Amendment Number One.

IMPACT ON CURRENT SERVICES

The additional program elements will provide for the expansion of Wraparound eligibility, as well as better quality of Wraparound services. This will help facilitate increased permanency, and improved safety, health, and emotional/social well-being of children with multiple, complex and enduring needs, and their families. The County's expansion of these services to the children is in compliance with the Court ordered Katie A. Settlement Agreement.

CONCLUSION

Upon approval, it is requested that the Executive Officer, Board of Supervisors send an executed copy of the adopted Board letter and amendment to:

1. Department of Children and Family Services
Contracts Administration
Walter Chan, Manager
425 Shatto Place, Room 400
Los Angeles, CA 90020
2. Department of Mental Health
Contracts Development & Administration
Richard Kushi, Chief
550 S. Vermont Avenue
Los Angeles, CA 90020
3. Probation Department
Contracts & Grants
Yolanda Young, Director
9150 East Imperial Highway
Downey, CA 90242
4. Office of the County Counsel
Social Services Division
Diane Cachenaute, Paralegal
648 Kenneth Hahn of Administration
500 West Temple Street, Suite 602
Los Angeles, CA 90012

Respectfully submitted,



Patricia S. Ploehn, LCSW, Director
Department of Children and Family
Services



Marvin J. Southard, DSW, Director
Department of Mental Health



Robert Taylor, Chief Probation Officer
Probation Department

PSP:SK:CM
WC:SN:wk

Attachments

c: Chief Executive Officer
County Counsel



FORM AMENDMENT NUMBER ONE
TO
WRAPAROUND APPROACH SERVICES CONTRACT
Number _____

**FORM AMENDMENT NUMBER ONE
TO WRAPAROUND APPROACH SERVICES CONTRACT**

This Form Amendment Number One (hereinafter referred to as "Amendment"), to Wraparound Approach Services Contract No. _____, (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on April 18, 2006, is made and entered into by and between County of Los Angeles, (hereinafter referred to as "COUNTY"), and _____, (hereinafter referred to as "CONTRACTOR"), this _____ day of _____ 2008.

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Part II, Standard Terms and Conditions, Section 7.0, CHANGES AND AMENDMENTS; and

WHEREAS, the purpose of this Amendment is to comply with the court order of November 2006 to modify the County's Enhanced Specialized Foster Care Mental Health Services Plan in response to the Katie A. Settlement Agreement by expanding Wraparound services to include more children at imminent risk of foster care placement; and

NOW, THEREFORE, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR hereby agree to amend Contract as follows:

1. **TABLE OF CONTENTS, EXHIBIT A, STATEMENT OF WORK**, Exhibit A-9 is added as follows:

EXHIBIT A-9 Wraparound Fidelity Index (WFI).

2. **PART I, UNIQUE TERMS AND CONDITIONS, Section 7.0, USE OF FUNDS, Subsection 7.7** is deleted in its entirety, and replaced to read as follows:

7.7 Effective July 1, 2007 no additional funds will be deposited into the MCP. Any unused funds deposited prior to July 1, 2007 will be available, until the MCP is fully depleted. The MCP will be used to provide support for specifically identified needs which far exceed the current case rate funding for (a) current high needs Wraparound youth, (b) graduated Wraparound youth who are no longer involved with DCFS, DMH and/or Probation, and who have a specific unmet need, (c) EPSDT match, (d) respite beds for Wraparound youth.

7.7.1 Representatives from DCFS, DMH, Probation, a Wraparound parent partner/advocate, and two (2) Lead Wraparound Agency Providers will supervise the MCP and will meet regularly to review requests from providers for use of the funding in the MCP.

7.7.2 The providers must submit quarterly financial statements to COUNTY. The first quarterly financial statement shall be due three (3) months from the Contract start date, and subsequent financial statements shall be due every three months thereafter. Any surplus funds that providers accumulate above ten percent (10%) of their operating costs shall be required to be returned to COUNTY and added to the MCP every six (6) months, beginning one year from the date the first child is enrolled by the provider, under this Contract.

7.7.3 The Contractor's "indirect costs" for Wraparound may not exceed 15% of their total Wraparound program costs. For a definition of "indirect costs", please refer to Attachment A, AUDITOR-CONTROLLER CONTRACT ACCOUNTING AND ADMINISTRATIVE HANDBOOK, Cost Principles, Sub-section 2.2 (Page 13) of this Contract.

3. **PART II, STANDARD TERMS AND CONDITIONS, Section 14.0 COMPLIANCE WITH JURY SERVICE PROGRAM**, first paragraph is deleted and replaced to read as follows:

14.0 COMPLIANCE WITH JURY SERVICE PROGRAM

This Contract is subject to the provisions of the COUNTY's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code, a copy of which is attached hereto as Attachment G, and incorporated by reference into and made part of this Contract.

4. **Exhibit A, STATEMENT OF WORK, Section 3.0 DEFINITIONS**, is deleted in its entirety and replaced to read as follows:

3.0 DEFINITIONS

In this SOW, the following words shall have the meanings given below, unless otherwise apparent from the context in which they are used.

3.1 **Child and Family Plan of Care** shall be defined as a written document developed by the Child and Family Team that lists the: (1) life domains; (2) strengths assessment of the Family and child; (3) needs that must be addressed to achieve goals; (4) assessment of Family and community safety and crisis response plan(s); (5) type, frequency, duration, and financial responsibility for the components of the Child and Family Plan of Care; (6) interventions based on the strengths and needs identified; and (7) desired outcomes of the Wraparound services.

- 3.2 **Child and Family Specialist** shall be defined as the Contractor's employee who works with the Wraparound Facilitator and participates in the Child and Family Team to provide direct services to the child and Family as identified in the Plan of Care. The Child and Family Specialist is responsible for working with children and their families in their home/out-of-home placements and their respective communities.
- 3.3 **Child and Family Team** shall be defined as the group that is dedicated to develop and complete the Child and Family Plan of Care that includes the: (1) child and parents or selected Family; (2) appropriate representative of the primary jurisdictional agency [social worker, probation officer, mental health worker, etc.]; (3) appropriate educational representative; (4) relevant counseling or mental health representative; and (5) any other persons influential in the child's and or Family's lives who may assist in developing effective services and/or whomever the Family wants to participate. In order to ensure the Family's voice and ownership in the Child and Family Plan of Care, the Family and the Family's designated community support should normally constitute at least fifty percent (50%) of the Child and Family Team.
- 3.4 **Community** shall be defined as people, including children and families participating in the Wraparound program, businesses, and organizations within a neighborhood or group of neighborhoods and adjacent business districts that are active or potential stakeholders in many issues and activities affecting their neighborhood(s) and business(es) in a Service Planning Area (SPA).
- 3.5 **Community-Based Services** shall be defined as a service delivery approach within the Family's community that emphasizes strengthening the Family's ability to obtain the traditional, non-traditional, and informal services and support necessary for a self-sustained and normalized life that: (1) teaches the Family creative ways to meet their needs; and (2) includes looking for no-cost and low-cost methods of meeting needs.
- 3.6 **Continuous Quality Improvement** shall be defined as a method of quality assurance and improvement that takes the results of periodic reviews and monitoring and immediately modifies processes and procedures as needed.
- 3.7 **Crisis/Action Plan** shall be defined as the part of the Child and Family Plan of Care that provides the Child and Family with actions, contacts, responses and responsibilities to any crisis the child or

Family may encounter while in the Wraparound program. Each Plan of Care will have both a proactive and a reactive Crisis/Action plan that shall be periodically updated and reviewed within 24-hours of a crisis to ensure that it is accurate with respect to the child's and/or Family's needs.

- 3.8 **Critical Incident** shall be defined as including, but not limited to: (1) death or injury of a child; (2) occurrence of an open case of maltreatment against the caregiver; (3) hospitalization of a child; (4) violation of any licensing regulation by the service provider; or (5) a delinquent act of violence/property damage by the child.
- 3.9 **Disenrollment** shall be defined as when the Contractor and ISC agree to terminate services after the child and family have signed the Notice of Intent signifying their wish to end participation in Wraparound.
- 3.10 **Early Periodic Screening, Diagnostic and Treatment (EPSDT)** is a federal health program for the screening, diagnosis and treatment of children and youth. In order to utilize EPSDT funds and draw down Medi-Cal dollars, a County match is required.
- 3.11 **Facilitator** shall be defined as Contractor's employee who leads the individual Child and Family Team by: (1) convening the team, ensuring continuity of care, and ensures that all identified services are provided; (2) ensuring the application of Family-centered practice by the whole team; (3) being the contact point for children, families, service providers, and the community; and (4) ensuring there is continuous input and feedback from the Family and service providers.
- 3.12 **Family** shall be defined as the adults committed to a child, who are able to meet the child's needs in their community, and may include birth, step, blended, adoptive, extended, or foster families, or legal guardians.
- 3.13 **Family/Youth Satisfaction Survey** shall be defined as the evaluation tool used to measure parent/caregiver satisfaction with the Wraparound program.
- 3.14 **Freedom of Choice:** Local Mental Health Programs shall inform Clients receiving services under the Rehabilitation Option, including parents or guardians of children/adolescents, verbally or in writing, that:

- Acceptance and participation in the mental health system is voluntary and shall not be considered a prerequisite for access to other community services.
 - They retain the right to access other Medi-Cal or Short-Doyle/Medi-Cal reimbursable services and have the right to request a change of provider and/or staff person/therapist/case manager.
- 3.15 **Graduated** shall be defined as successful completion of meeting the Family's goals and needs as defined by the Family and the Child and Family Plan of Care.
- 3.16 **Individualized Services** shall be defined as the services in the Child and Family Plan of Care relating to the specific needs of a child and/or Family including: (1) traditional services such as therapy, housing, educational assistance, etc.; and (2) non-traditional services such as commodities, recreation, social assistance, and naturally occurring support systems.
- 3.17 **Interagency Screening Committee (ISC)** shall be defined as an interagency review team comprised of representatives from the Departments of Children and Family Services, Mental Health and Probation. There is at least one (1) ISC in each SPA that is responsible for reviewing all enrollment, dis-enrollment, suspension and graduation decisions regarding Wraparound cases. The ISC shall refer children to a Contractor to receive Wraparound services, and the Contractor shall accept any child referred by the ISC without exception. The ISC shall further review all Wraparound Child and Family Plan of Care reports and Family exit plans, as well as providing support to and monitoring of the Lead Wraparound Agencies in its SPA.
- 3.18 **Lead Wraparound Agency (LWA)** shall be defined as an agency that has been granted a current Wraparound contract with the Los Angeles County Department of Children and Family Services. The LWA shall assume responsibility for the organization, financing and delivery of a community-based Wraparound approach. LWAs will provide the services as identified by each Child and Family Plan of Care.
- 3.19 **Life Domains** shall be defined for Wraparound children and families as referring to the areas of safety; legal; medical/health; emotional/behavioral; educational/vocational; cultural/religious interests and activities; social/life skills; and alcohol/drugs.

- 3.20 **Multi-Agency County Pool (MCP) Fund Request** shall be defined as the form designed to request funding for specific needs of current or graduated Wraparound clients whose cost cannot be handled through the regular LWA flex-fund procedures without constituting an extreme financial hardship for the LWA.
- 3.21 **Open Episode** shall be defined as an open case in the Department of Mental Health's Integrated System (IS).
- 3.22 **Parent Partner** shall be defined as an employee of a Lead Wraparound Agency Contractor who is the parent or caregiver of a child who was involved in one of the referring Departments (Department of Mental Health, Probation Department, and/or Department of Children and Family Services).
- 3.23 **Perseverance** shall be defined as a permanent commitment to a Wraparound child and Family to successfully complete the Child and Family Plan of Care without ejection from the Wraparound program by adjusting the services to accommodate changes, crises, or new circumstances as needed.
- 3.24 **Respite Care** is the provision of pre-arranged child care, designed to provide a needed brief period of relief or rest, either in-home, or out-of-home, to parent(s), foster parent(s), or foster care eligible relatives.
- 3.25 **Self-Sufficiency** shall be defined as the Family's ability to secure the services and supports it needs to maintain the Family integrity without the assistance of the Wraparound program.
- 3.26 **Service Planning Area (SPA)** shall be defined as one (1) of the eight (8) geographical regions or Children's Planning Councils in COUNTY in order to plan and promote collaboration among residents, private agencies, and public agencies to better support families.
- 3.27 **Single Case File** shall be defined as a single unified record Contractor maintains that includes the Child and Family Plan of Care, documentation of all services and supports provided to the Family, and all other relevant child and Family information.
- 3.28 **Single Fixed Point of Responsibility (SFPR) Coordinator** shall be defined as a mental health staff person or a team designated by COUNTY who coordinates and approves: Mental Health Services; Targeted Case Management and Medication Support; Day Treatment and Day Rehabilitation; Residential; and Socialization

Vocational Services. The Coordinator shall further assist the client in accessing community-based services directed toward enhancing the quality of the client's life and provide Short-Doyle/Medi-Cal utilization control through authorization of services while maintaining a comprehensive overview of the client's mental health services. The Coordinator also ensures client services at each specific Provider site are medically necessary and appropriate to minimize psychiatric dysfunction and maximize community functioning and ensures that, whenever possible, services are driven by the client's needs and desires in order to empower the client to take charge of his/her life through informed decision-making.

3.29 **Strength-based Team Supported Approaches** to planning for children and youth range from the intensive services of Wraparound to a variety of less intensive yet collaborative approaches.

3.30 **Suspension** shall be defined as a temporary curtailment of service as approved by the ISC. The Child and Family Team (CFT) will continue to make at least monthly contact with the child and family throughout the suspension.

5. **Exhibit A, STATEMENT OF WORK, Section 4.0, STAFFING, Subsection 4.1.5.6** is deleted in its entirety and replaced to read as follows:

4.1.5.6 Parent Partner(s): Contractor shall assign a Parent Partner to every Wraparound child/Family. The Parent Partner is to work closely with the Wraparound child's parent/caregiver in order to represent their best interests and shall participate as a member of the Child and Family Team.

6. **Exhibit A, STATEMENT OF WORK, PART B, TARGET POPULATION, Section 6.0, TARGET POPULATION, Subsection 6.2.5** is deleted in its entirety and replaced to read as follows:

6.2.5 A child who has been adjudicated as either a dependent or ward of the Juvenile Court pursuant to the Welfare and Institutions Code, Sections 300, 601, or 602 or is qualified under Chapter 26.5 of the Government Code (AB 3632) and who is currently placed or is at imminent risk of placement within the next thirty (30) days in a group home at a Rate Classification Level 10 or above; or

7. **Exhibit A, STATEMENT OF WORK, PART C, SERVICE TASKS TO ACHIEVE PERFORMANCE OUTCOME GOALS, Section 8.0, PERMANENCY, Subsection 8.2.1.6**, is added to read as follows:

8.2.1.6 Wraparound Fidelity Index, version 4 (WFI-4), Exhibit A-9, is a tool used in a multi-method approach to assess the quality of individualized care planning and management for children and youth with complex needs and their families. The WFI-4 consists of interviews with Wraparound facilitators, caregivers/parents, youth, and/or team members. The WFI-4 shall be administered quarterly by trained staff of the LWA to a statistically valid random sample of at least 35%. The sample size shall be based upon the prior year's annual program census (unduplicated child/youth count in a fiscal year) and determined by using the free Raosoft (<http://www.raosoft.com/>) sample size calculator with the following settings: 5% margin of error; 95% confidence level; annual program census; and 85% response distribution. The WFI-4 results shall be compiled and included in the individual LWA's annual report to the County.

8. **Exhibit A, STATEMENT OF WORK, PART C, SERVICE TASKS TO ACHIEVE PERFORMANCE OUTCOME GOALS, Section 8.0, PERMANENCY, Subsection 8.2.3** is deleted in its entirety and replaced to read as follows:

8.2.3 Contractor's Annual Report

8.2.3.1 Contractor's annual report shall include: (1) a breakdown of demographics (e.g., age, ethnicity; the number of males vs. females; the number of children referred each by DMH, Probation and DCFS; the number of the children that are in each DSM-IV category; and the number of Wraparound new enrollments, graduates, suspensions and disenrollments); (2) the average length of services broken out for those who are currently enrolled, graduates, dis-enrollees and suspensions; (3) the average flexible funding expenditures per child, per life domain; 4) EPSDT expenditures, and (5) an analysis of performance measures.

8.2.3.2 Contractor shall submit the Annual Report to COUNTY's Program Manager by August 15th of each calendar year for the duration of the Contract.

9. **Exhibit A, STATEMENT OF WORK, PART C, SERVICE TASKS TO ACHIEVE PERFORMANCE OUTCOME GOALS, COUNTY'S PERFORMANCE MEASURE SUMMARY/GOALS REGARDING WELL-BEING / EDUCATION (Table)**, is deleted in its entirety and replaced by the table on the next page:

COUNTY’S PERFORMANCE MEASURE SUMMARY/GOALS REGARDING WELL-BEING/EDUCATION
PROGRAM TARGET GROUP: Children receiving Wraparound services.
PROGRAM GOAL AND OUTCOME: Well-being – Children in Wraparound will improve their level of functioning and overall well-being through participation in Wraparound Approach Services.

COUNTY’S OUTCOME INDICATORS	PERFORMANCE TARGETS ⁴	METHOD OF DATA COLLECTION
Child’s academic performance.	50% of children function at grade level or improved grade-level functioning from previous quarter.	Wraparound analysis on a quarterly basis using end-of-month data for September, December, March and June of each calendar year. Well-being Assessments completed by each Family at the end of each quarter
Child’s school attendance rate.	75% of children maintain at least an 80% school attendance rate or improved attendance rate from previous quarter.	
Child’s medical/physical status.	100% of children have no unmet medical/physical needs.	

⁴ Increased educational performance includes improved grades and/or improved test scores and/or promotion to the next level and/or high school graduation.

Contractor shall cooperate with COUNTY in the collection of data by DCFS related to the well-being/educational goals specified herein. The data to be collected should evaluate the link between the performance of the Wraparound provider, the recommendation of DCFS/ Probation/DMH, the stability of the Family setting, and the utilization of community-based services and supports. The data analysis shall include a consideration of barriers that may have interfered with the performance and outcome goals that would have otherwise improved them. Performance Targets may be adjusted based on data collected during the first contract year.

10. **Exhibit B, ATTACHMENTS, ATTACHMENT G, CONTRACTOR EMPLOYEE JURY SERVICE PROGRAM, ORDINANCE** is deleted in its entirety and replaced with a new Attachment G (attached).
11. **Exhibit A-9, WRAPAROUND FIDELITY INDEX**, version 4 (WFI-4) is attached and incorporated as part of this Contract.

ALL OTHER TERMS AND CONDITIONS REMAIN IN FULL FORCE AND EFFECT

**“Contractor Employee Jury Service”
Los Angeles County Code Sections 2.203.010 through 2.203.090**

2.203.010 Findings

The board of supervisors makes the following findings. The county of Los Angeles allows its permanent, full-time employees unlimited jury service at their regular pay. Unfortunately, many businesses do not offer or are reducing or even eliminating compensation to employees who serve on juries. This creates a potential financial hardship for employees who do not receive their pay when called to jury service, and those employees often seek to be excused from having to serve. Although changes in the court rules make it more difficult to excuse a potential juror on grounds of financial hardship, potential jurors continue to be excused on this basis, especially from longer trials. This reduces the number of potential jurors and increases the burden on those employers, such as the county of Los Angeles, who pay their permanent, full-time employees while on juror duty. For these reasons, the county of Los Angeles has determined that it is appropriate to require that the businesses with which the county contracts possess reasonable jury service policies. (Ord. 2002-0015 § 1 (part), 2002).

2.203.020 Definitions

The following definitions shall be applicable to this chapter:

- A. “Contractor” means a person, partnership, corporation or other entity which has a contract with the county or a subcontract with a county contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more such contracts or subcontracts.
- B. “Employee” means any California resident who is a full-time employee of a contractor under the laws of California.
- C. “Contract” means any agreement to provide goods to, or perform services for or on behalf of, the county.
- D. “Full time” means 40 hours or more worked per week, or a lesser number of hours if the lesser number is a recognized industry standard as determined by the chief administrative officer.
- E. “County” means the County of Los Angeles or any public entities for which the Board of Supervisors is the governing body. (Ord. 2002-0015§ 1 (part), 2002).

2.203.030 Applicability

This chapter shall apply to contractors who enter into contracts that commence two or more months after the effective date of this chapter. This chapter shall also apply to contractors with existing contracts, which are extended into option years that commence two or more months after the effective date of this chapter. (Ord. 2002-0015 § 1 (part), 2002)

2.203.040 Contractor Jury Service Policy

A contractor shall have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five (5) days of regular pay for actual jury service. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employees’ regular pay the fees received for jury service. (Ord. 2002-0015 § 1 (part), 2002).

“Contractor Employee Jury Service”
Los Angeles County Code Sections 2.203.010 through 2.203.090
(continued)

2.203.050 Other Provisions

- A. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue interpretations of the provisions of this chapter and shall issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.
- B. Compliance Certification. At the time of seeking a contract, a contractor shall certify to the county that it has and adheres to a policy consistent with this chapter or will have and adhere to such a policy prior to award of the contract. (Ord. 2002-0015 § 1 (part), 2002)

2.203.060 Enforcement and Remedies

For a contractor’s violation of any provision of this chapter, the county department head responsible for administering the contract may do one or more of the following:

- 1. Recommend to the board of supervisors the termination of the contract; and/or,
- 2. Pursuant to chapter 2.202, seek the debarment of the contractor. (Ord. 2002-0015 § 1 (part), 2002)

2.203.070. Exceptions

- A. Other Laws. This chapter shall not be interpreted or applied to any contractor or to any employee in a manner inconsistent with the laws of the United States or California.
- B. Collective Bargaining Agreements. This chapter shall be superseded by a collective bargaining agreement that expressly so provides.
- C. Small Business. This chapter shall not be applied to any contractor that meets all of the following:
 - 1. Has ten or fewer employees during the contract period; and,
 - 2. Has annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, are less than \$500,000; and,
 - 3. Is not an affiliate or subsidiary of a business dominant in its field of operation.

“Dominant in its field of operation” means having more than ten employees and annual gross revenues in the preceding twelve months, which, if added to the annual amount of the contract awarded, exceed \$500,000.

“Affiliate or subsidiary of a business dominant in its field of operation” means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation. (Ord. 2002-0015 § 1 (part), 2002)

2.203.090. Severability

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. 2002-0015 § 1 (part), 2002).

**FORM AMENDMENT NUMBER ONE
TO
WRAPAROUND APPROACH SERVICES CONTRACT NUMBER _____**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Form Amendment Number One to be subscribed on its behalf by the Directors of the Department of Children and Family Services and the Department of Mental Health, and the Probation Department's Chief Probation Officer. CONTRACTOR has caused this Form Amendment Number One to be subscribed in its behalf by its duly authorized officers as of the day, month and year first above written. The persons signing on behalf of CONTRACTOR warrant under penalty of perjury that they are authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

By:

Patricia S. Ploehn, LCSW, Director
Department of Children and Family
Services

CONTRACTOR

By _____

Marvin J. Southard, DSW, Director
Department of Mental Health

Name _____

Title _____

Robert Taylor, Chief Probation Officer
Probation Department

By _____

Name _____

Title _____

Tax ID _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, Jr.
COUNTY COUNSEL

BY _____
Kathleen Bramwell
Principal Deputy County Counsel

Wraparound Fidelity Index 4

Caregiver Form August 13, 2007 version



Youth's name: _____

Caregiver's name: _____

Facilitator's name: _____

Interviewer's name: _____

Today's date: Month _____ Day _____ Year _____

Administration method: 1 Face-to-face 2 Phone

Start time: _____ am/pm

Length of interview: _____ minutes

Project ID:	
Youth ID:	
Caregiver ID:	
Facilitator ID:	
Interviewer ID:	
Timeframe:	

1. What is the primary caregiver's relationship to _____ (child's name)? (Check one)

- 1 Birth parent
- 2 Adoptive parent
- 3 Foster parent
- 4 Live-in partner of parent
- 5 Sibling
- 6 Aunt or uncle
- 7 Grandparent
- 8 Cousin
- 9 Other family relative
- 10 Friend (adult friend)
- 11 Step parent
- 12 Other _____ (please specify)

If not a birth parent read: 1a. Does one or more of the child or youth's birth parents participate on the wraparound team or in services for [child's name]? Yes No

Details: _____

2. Who has legal custody of _____ (child's name)? (Circle one)

- 1 Two birth parents OR one birth parent and one stepparent
- 2 Birth mother only
- 3 Birth father only
- 4 Adoptive parent(s)
- 5 Foster parent(s)
- 6 Sibling(s)
- 7 Aunt and/or uncle
- 8 Grandparent(s)
- 9 Friend(s)
- 10 Ward of the State
- 11 Other _____ (please specify)

3. Has your child ever been in the custody of the state? 1 No 2 Yes

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

4. Is your child currently receiving Wraparound? 1 No 2 Yes

If Yes, How many months has the youth been receiving Wraparound? _____ months

If No, Has your child received Wraparound in the past?

1 No 2 Yes

If Yes, How many months did your child receive Wraparound?

_____ months

5. Do you have a "wraparound team"?

[NOTE: Also may be referred to as a 'child and family team,' 'interagency team' or other term. PROMPTS may include asking whether the family has a group of people involved in services for the child or youth that comes together to meet and plan services for the child or youth and family]

1 No 2 Yes

If Yes, We will be asking questions about the team so keep those people in mind as you answer the following questions. Who is on that wraparound team? **List below (Roles, not names)**

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If No, For the purposes of this interview, when we ask you about 'the wraparound team,' please consider the people that work with the youth and his or her family to provide services and supports.

WFI 4- Caregiver Form

August 13 2007 version

I am going to ask you some questions about the services and supports your family is receiving now and has received since you started receiving services through the wraparound process.

Let's start by talking about how wraparound began for you and your family. Can you tell me a little bit about the first time you met (your facilitator)? What were those very first meetings like?



[Note: During this discussion, other prompts may include: What did (your facilitator) tell you about what wraparound would be like? How did you decide who would be on your wraparound team?]

Phase 1: Engagement		Yes	Sometimes Somewhat	No	Missing
1.1 CC	When you first met your wraparound facilitator, were you given time to talk about your family's strengths, beliefs, and traditions? <i>Circle one: YES NO</i>	YES to both questions	YES to only the first question	NO to the first question	666 777
	Did this process help you appreciate what is special about your family? <i>Circle one: YES NO</i>	2	1	0	888 999
1.2 FVC	Before your first team meeting, did your wraparound facilitator fully explain the wraparound process and the choices you could make?	2	1	0	666 777 888 999
1.3 SB	At the beginning of the wraparound process, did you have a chance to tell your wraparound facilitator what things have worked in the past for your child and family?	2	1	0	666 777 888 999
1.4 TB	Did you select the people who would be on your wraparound team?	2	1	0	666 777 888 999
1.5 TB	Is it difficult to get team members to attend team meetings when they are needed?	0	1	2	666 777 888 999
1.6 OB	Before your first wraparound team meeting, did you go through a process of identifying what leads to crises or dangerous situations for your child and your family?	2	1	0	666 777 888 999

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

Phase 2: Planning (continued)		Yes	Sometimes Somewhat	No	Missing
2.5 CB	Does the wraparound plan include strategies for helping your child get involved with activities in her or his community? Please give two examples of those activities:	Two examples of community activities.	One example of a community activity.	No examples of community activities.	666 777
	1. 2.	2	1	0	888 999
*Follow scoring rules. (SUGGESTED PROMPTS: After school activities, activities with a church, volunteer activities, recreational activities with normal peers)					
2.6 Col	Are there members of your wraparound team who do <u>not</u> have a role in implementing your plan?	0	1	2	666 777 888 999
2.7 Col	Does your team brainstorm many strategies to address your family's needs before selecting one?	2	1	0	666 777 888 999
2.8 Ind	Is there a crisis or safety plan that specifies what everyone must do to respond to a crisis? Circle one: YES NO	YES to both questions	YES to only the first question	NO to the first question	666 777
	Does this plan also specify how to prevent crises from occurring? Circle one: YES NO	2	1	0	888 999
2.9 CB	Do you feel confident that, in the event of a major crisis, your team can keep your child or youth in the community? (SUGGESTED PROMPTS: i.e., not immediately placed in a hospital, jail, residential treatment center)	2	1	0	666 777 888 999
2.10 FVC	Do you feel like other people on your team have higher priority than you in designing your wraparound plan?	0	1	2	666 777 888 999
2.11 CC	During the planning process, did the team take enough time to understand your family's values and beliefs? Circle one: YES SOMEWHAT NO	YES to both questions	YES to only one question	NO to both questions	666 777
	Is your wraparound plan in tune with your family's values and beliefs? Circle one: YES SOMEWHAT NO	2	1	0	888 999

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

Now I am going to move onto questions about how the planning process went for your child and family. Can you tell me about how the family's wraparound plan was first developed?

During this discussion, other prompts may include: Who participated in this planning? How did you decide what would be in the plan? Did certain people have more input than others?

Phase 2: Planning		Yes	Sometimes Somewhat	No	Missing
2.1 Col	<p>Did you and your team plan and create a written plan of care (or wraparound plan, child and family plan) that describes how the team will meet your child's needs?</p> <p>Circle one: YES NO</p> <p>Do you have a written copy of the plan?</p> <p>Circle one: YES NO</p>	YES to both questions 2	YES to only the first question 1	NO to the first question 0	666 777 888 999
2.2 TB	<p>Did the team develop any kind of written statement about what the future will look like for your child and family, or what the team will achieve for your child and family?</p> <p>(PROMPTS: This statement might be a mission statement for the team or vision statement for the family. It may also be a statement of the ultimate goal for the team. The statement should be a 'big picture' statement and different than individual goals in the wraparound plan.)</p> <p>Circle one: YES NO</p> <p>Can you describe what your team's mission says?</p> <p>Circle one: YES NO</p>	YES to both questions 2	YES to only the first question 1	NO to the first question 0	666 777 888 999
2.3 Ind	<p>Does your wraparound plan include mostly professional services?</p>	0	1	2	666 777 888 999
2.4 SB	<p>Are the supports and services in your wraparound plan connected to the strengths and abilities of your child and family?</p> <p>(PROMPTS: Strengths are the positive things your child and family members do well.</p> <p>Do the strategies in your plan <u>use</u> your child and family's strengths? Do they <u>help build</u> your child and family's strengths and abilities?)</p>	2	1	0	666 777 888 999

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

Now I am going to ask you a number of questions about what your services and your team meetings are like. First, you can tell me what team meetings are like currently? How do those meetings go?

Phase 3: Implementation		Yes	Sometimes Somewhat	No	Missing		
3.1 FVC	Are important decisions made about your child or family when you are not there?	0	1	2	666 777 888 999		
3.2 Ind	When your wraparound team has a good idea for a support or service for your child, can it find the resources or figure out some way to make it happen?	2	1	0	666 777 888 999		
3.3 SB	<p>Does your wraparound team get your child involved with activities she or he likes and does well?</p> <p>Please give two examples of those activities:</p> <table border="1" style="width: 100%;"> <tr> <td style="height: 20px;">1.</td> </tr> <tr> <td style="height: 20px;">2.</td> </tr> </table> <p><i>*Follow scoring rules</i></p>	1.	2.	Two examples of activities youth likes and does well.	One example of an activity youth likes and does well.	No examples of activities youth likes and does well.	666 777 888 999
1.							
2.							
3.4 NS	Does the team find ways to increase the support you get from your friends and family?	2	1	0	666 777 888 999		
3.5 Col	Do the members of your team hold one another responsible for doing their part of the wraparound plan?	2	1	0	666 777 888 999		
3.6 NS	Is there a friend or advocate of your child or family who actively participates on the wraparound team?	2	1	0	666 777 888 999		
3.7 Per	<p>Does your team come up with new ideas for your wraparound plan whenever your needs change?</p> <p>Circle one: YES NO</p> <p>Does your team come up with new ideas for your wraparound plan whenever something is not working?</p> <p>Circle one: YES NO</p>	YES to both questions	YES to only one question	NO to both questions	666 777 888 999		
3.8 CB	<p>Are the services and supports in your wraparound plan difficult for your family to access?</p> <p>(SUGGESTED PROMPTS: Because of scheduling or transportation issues or because services and supports are far away or hard to get to.)</p>	0	1	2	666 777 888 999		

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

Phase 3: Implementation (continued)		Yes	Sometimes Somewhat	No	Missing
3.9 OB	Does the team assign specific tasks to all team members at the end of each meeting? <i>Circle one: YES NO</i>	YES to both questions	YES to only one question	NO to both questions	666 777 888 999
	Does the team review each team member's follow-through on their tasks at the next meeting? <i>Circle one: YES NO</i>	2	1	0	
3.10 CC	Do members of your team always use language you can understand? <i>(NOTE: For caregivers for whom English is not a first language, this may mean that bilingual facilitators, translators, or other means are used to ensure adequate understanding. For English-speaking caregivers, this means that facilitators and team members translate or do not use professional jargon or acronyms that the caregiver does not understand.)</i>	2	1	0	666 777 888 999
	3.11 SB Does your team create a positive atmosphere around successes and accomplishments at each team meeting?	2	1	0	666 777 888 999
3.12 TB	Does your team go out of its way to make sure that all team members – including friends, family, and natural supports – present ideas and participate in decision making?	2	1	0	666 777 888 999
3.13 Per	Do you think your wraparound process could be discontinued before you or your family is ready for it to end? <i>For example, because of time limits, because of your child's behavior, because of a placement change, or a change in funding or eligibility?</i>	0	1	2	666 777 888 999
3.14 CC	Do all the members of your team demonstrate respect for you and your family?	2	1	0	666 777 888 999
3.15 FVC	Does your child have the opportunity to communicate his or her own ideas when the time comes to make decisions?	2	1	0	666 777 888 999

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

OK, we're almost done. I now want to ask you a few final questions about wraparound and the future for your child and family.

Phase 4: Transition		Yes	Sometimes Somewhat	No	Missing
4.1 OB	Has your team discussed a plan for how the wraparound process will end? (i.e., a "transition plan") Circle one: YES NO Does your team have a plan for when this will occur? Circle one: YES NO	YES to both questions 2	YES to only the first question 1	NO to the first question 0	666 777 888 999
4.2 NS	Has the wraparound process helped your child develop friendships with other youth who will have a positive influence on her or him?	2	1	0	666 777 888 999
4.3 OB	Has the wraparound process helped your child to solve her or his own problems?	2	1	0	666 777 888 999
4.4 Ind	Has your team helped you and your child prepare for major transitions (e.g., new school, new residential placement) by making plans to deal with these changes?	2	1	0	666 777 888 999
4.5 Per	After formal wraparound has ended, do you think that the process will be able to be "re-started" if you need it?	2	1	0	666 777 888 999
4.6 NS	Has the wraparound process helped your family to develop or strengthen relationships that will support you when wraparound is finished?	2	1	0	666 777 888 999
4.7 CB	Do you feel like you and your family will be able to succeed without the formal wraparound process? <i>In other words, with the help of family, friends, community supports, and key providers, but without formal team meetings or wraparound facilitation.</i>	2	1	0	666 777 888 999
4.8 Per	Will some members of your team be there to support you when formal wraparound is finished?	2	1	0	666 777 888 999

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

WFI 4- Caregiver Form

August 13 2007 version

Thank you for taking the time to complete this interview. Are there any comments you would like to add, like what have been the best things about your wraparound? What has not gone well or could be improved?

Positive feedback:

Negative feedback:

End Time _____ am/pm

Interviewer observations about interview, respondent and any validity concerns: _____

Missing Data Codes: 666 Not Applicable; 777 Refused; 888 Don't Know; 999 Missing/Question Was Not Asked

FOR AUTHORIZED USE ONLY – DO NOT DISTRIBUTE

LIST OF CONTRACTORS FOR WRAPAROUND APPROACH SERVICES

NAME OF AGENCY	SPA(S) TO BE SERVED	SUPERVISORIAL DISTRICT OF SERVICE SITE LOCATIONS
Amanecer Community Counseling Service	4	1
Associated League of Mexican American, dba ALMA Family Services	7	1
Bienvenidos Children's Center, Inc	3, 7	5, 1
Child & Family Center	2	5
Child and Family Guidance Center	1, 2	5, 3
ChildNet Youth and Family Services, Inc.	8	4
Children's Bureau of Southern California	1	5
Children's Institute, Inc.	4, 6, 8	2, 4
Hathaway-Sycamores Child and Family Services, and Vista Del Mar Child and Family Services (two contractors, together known as Connections)	1, 2, 3, 4, 5, 7, 8	5, 3, 2
Counseling & Research Associates, Inc., dba Masada Homes	8	2
D'Veal Corporation dba D'Veal Family and Youth Service	3	5
Eastfield Ming Quong, Inc, dba EMQ	2, 3, 4	3
Five Acres - The Boys' and Girls' Aid Society of Los Angeles County	3	5
Florence Crittenton Services of Orange County, dba Crittenton Services for Children and Families	3, 6, 7, 8	4
Foothill Family Service	3	1, 5
Gateway Hospital & Mental Health Center	4	1
H.V. Group Home, Inc.	8	4
Hamburger Home, dba Aviva Family and Children's Services	2, 4	3
Hillsides	3, 4	5, 1
Institute for Multicultural Counseling & Education Services	2, 4	5, 2
Los Angeles Child Guidance Clinic	6	2
Olive Crest Treatment Centers	2, 3, 7, 8	5, 4
Penny Lane Centers	1, 2, 7	5, 3, 1
Personal Involvement Center, Inc.	6, 8	2
San Fernando Community Mental Health Center, Inc.	2	3
San Gabriel Children's Center, Inc.	3	5
South Central Health and Rehabilitation Program	6	2
Special Service for Groups, Inc.	4, 6, 8	1, 2, 4
St. Anne's Maternity Home	4	1
Starview Children & Family Services, Inc.	4, 6, 8	1, 2, 4
Tarzana Treatment Centers, Inc.	1, 2	5, 3
The Help Group Child and Family Center	2, 5	3, 2
The Village Family Services	2	3